



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78602**

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**Submitted By:** Andrew Binz, PCS Director

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**Council Meeting Date:** February 7, 2023

**Agenda Item Wording:** Discuss and consider recommendation for a budget amendment in the amount of \$3,710.00 for the Park System Signage Phase I project.

**Agenda Item Sponsor:** Sherrie Parks

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**Summary/Background:** The Park System Signage Plan was completed by Studio 16:19 in February of 2022. Phase I of the plan included informational and wayfinding signage for Founders Memorial Park and a new banner display at Veterans Memorial Park. In the 2023 Budget, \$53,000 was approved for Founders Memorial Park and \$17,000 for Veterans Memorial Park.

Studio 16:19 was contracted to manage the bidding process which ended on January 23, 2023. Two companies submitted bids on the project. Southwest Monument & Sign submitted a bid of \$73,710.00 and FSG submitted a bid of \$102,598. Studio 16:19 recommended awarding the bid to Southwest Monument & Sign.

The difference between the budgeted amount and the bid from Southwest Monument & Sign is \$3,710.00. Staff is recommending using Parkland Development Fees in the amount of \$3,710.00 to make up the difference. The current balance of the Parkland Development Fees is \$48,253.81. Applying the \$3,710.00 would leave a balance of \$44,543.81.

**Commission Recommendations:** The Parks and Recreation Commission recommended approval of this item at their February 6, 2023 meeting.

**Recommended Council Actions:** Approval of the budget amendment in the amount of \$3,710.00 of Parkland Dedication Fees for the Park System Signage Phase I.

**Attachments:** Park System Signage Plan  
Studio 16:19 Recommendation of Award Letter

**Next Steps/Schedule:** Negotiate an agreement with Southwest Monument & Sign for the completion of the Park System Signage Phase I project.